

CD-300 WV STATE TAX DEPARTMENT  
(10/04) COMPLIANCE DIVISION  
INTERNAL COLLECTIONS UNIT  
P.O. BOX 229  
CHARLESTON, WV 25321



WV STATE TAX DEPARTMENT  
COMPLIANCE DIVISION  
NOTICE OF PROPOSED TAX LIEN

SEE REVERSE SIDE  
FOR INSTRUCTIONS

PROCESS DATE \_\_\_\_\_  
SOC SEC NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_  
SOURCE \_\_\_\_\_

Dear Taxpayer:

The West Virginia State Tax Department has received the following tax return(s) without full payment of the tax shown to be due. This notice is to provide you with the opportunity to pay this debt before a state tax lien is recorded against you. You must pay the amount due within fifteen (15) days, or a lien will be recorded and we will begin enforced collection actions. This also serves as a notice that if you allow the tax lien to be recorded, any Federal Income Tax refund to which you may be entitled may be offset and applied to your state tax liability.

<u>TYPE OF TAX</u>	<u>TAXABLE PERIOD</u>	<u>TAX</u>	<u>INTEREST</u>	<u>ADDITIONS TO TAX</u>	<u>TOTAL</u>
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PAY THIS AMOUNT \_\_\_\_\_

You may prevent collection actions by paying the amount due with fifteen (15) days. Attach your payment to a copy of this notice and return it to the address listed below. If you have questions concerning this matter, please contact us immediately

Compliance Division  
Internal Collections Unit  
P. O. Box 229  
Charleston, WV 25321-0229  
(304) 558-8753

To Pay by Credit Card call 1-800-2PAY-TAX or visit [www.officialpayments.com](http://www.officialpayments.com)  
(Use Jurisdiction Code 5700) There will be a nominal fee charged for this service

DO NOT USE SPACE BELOW